

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
September 24, 2018

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, September 24, 2018. President Lasswell called the meeting to order at 6:00 p.m.

On roll call the following members were present: Mr. Cadwalader, Mrs. Cole, Mr. Grose, Mrs. Humphrey, Mr. Lasswell, and Mr. Sherwood. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager. Mrs. Laredo was absent.

M/S/P (Sherwood/Cadwalader) to approve the consent agenda which includes the August Budget & Appropriation Hearing and board meeting minutes, treasurer's report and approval of bills.

Treasurer's Report:

GENERAL FUND CHECKING

08/27/18 Balance	775,822.07
08/31/18 Interest 185736	1,340.35
09/06/18 Checks issued – Payroll	(34,994.45)
09/10/18 Ameren Illinois payment	(3,593.86)
09/10/18 Comcast Cable payment	(325.94)
09/10/18 Waste Management payment	(283.70)
09/11/18 Visa payment – Tammy's card	(210.51)
09/12/18 Visa payment – Genna's card	(296.54)
09/12/18 Deposit – Fines, fees, misc.	534.85
09/14/18 Deposit – Fines, fees, misc.	950.12
09/17/18 Deposit – County taxes	608,150.83
09/19/18 Amazon.com payment	(753.63)
09/20/18 Checks issued – Payroll	(31,867.15)
09/21/18 Deposit – Fines, fees, misc.	756.95
09/24/18 Checks issued – Bills	<u>(69,657.07)</u>
09/24/18 Balance	1,245,572.32

WORKING CASH FUND

08/27/18 Balance	212,762.41
08/31/18 Interest 185701	<u>262.02</u>
09/24/18 Balance	213,024.43

RESERVE FUND

08/27/18 Balance	2,059,886.92
08/29/18 Transfer – Reserve Fund to Bond Account	(249,435.42)
08/31/18 Interest 185728	<u>2,516.95</u>
09/24/18 Balance	1,812,968.45

Mrs. Buhr reported that her credit card had been compromised and a new card has been issued.

Mrs. Buhr reported that two former employees have been hired temporarily to help out in the adult services department. She also reported that she is checking references for an IT assistant and has an interview set up for the communications assistant job.

Mrs. Buhr informed the board that the city has submitted objections to some county tax assessments that were received from the county. She will report more when she has more information.

Mrs. Buhr reported on statistics. Mr. Grose asked about the number of DVDs that were deleted from the collection. Mrs. Buhr stated that the staff is weeding the collection of items that have not circulated to make room for new material.

M/S/P (Cole/Grose) to adopt Levy Ordinance #18-300. On roll call, all present voting yea.

M/S/P (Sherwood/Grose) to approve the proposed 2019 board meeting dates.

M/S/P (Cadwalader/Sherwood) to approve the proposed 2019 holidays. On discussion, Mrs. Buhr stated that the list includes the same holidays as last years as well as the staff's continuing education days when the library opens late.

M/S/P (Grose/Humphrey) to approve the Boiler Exhaust Flue proposal. Mrs. Buhr stated that last month, she reported that ENTEC had discovered a leak from the boiler exhaust pipes in the mechanical room due to corrosion. Mrs. Buhr stated that the corrosion is being caused by condensate from the boiler exhaust which is very acidic, therefore has eaten through the seals in the PVC exhaust piping and is dripping onto the concrete behind each boiler. The leaks are destroying the concrete. Mrs. Buhr asked ENTEC if this was normal. They said that they have seen this problem in other places. Mrs. Buhr inquired as to if the wrong piping was used at the time of construction. ENTEC said that five years ago it was regular practice, but now the type of PVC and sealant installed are no longer recommended because of such issues. ENTEC did state that there is nothing structurally wrong with the damaged concrete. Mrs. Buhr explained that the bid includes cutting out and replacing the existing exhaust pipes and the labor for repairing both boilers. Mr. Sherwood asked if the library could get another estimate. Mrs. Buhr said she could get another estimate, but would have to research who else does this

kind of work that would be familiar with the library's system. Mr. Sherwood stated that his opinion is that for the amount of the bid, we should get another estimate. Mr. Cadwalader asked if ENTEC did the initial install of the boilers. Mrs. Buhr stated that CMI did the original install and the ENTEC maintains the system. Mr. Cadwalader inquired as to if CMI has been contacted to see if this is a known issue with their installation, would they do anything under their warranty. Mrs. Buhr stated that the warranty has expired.

After more discussion, Mrs. Buhr was directed to contact CMI to see if the ENTEC price is in-line. Mr. Cadwalader stated that perhaps since this is a known problem industry-wide, maybe they are update or repairing at no or reduced cost because they know it is a faulty installation.

M/S/P (Cole/Sherwood) to table the previous motion until Mrs. Buhr gets more information.

M/S/P (Sherwood/Cole) to approve the Study Room Addition and Conversion Bid Resolution #18-301. Mrs. Buhr reported that he bid opening for the study room was September 17. After reviewing all the bids, Dewberry recommended the library take the lowest bid from George H. Rump Construction. She reported that the bids came in lower than Dewberry anticipated. Mr. Cadwalader asked when the project would get started. Mrs. Buhr stated that she would contact Dewberry and that hopefully construction can begin the middle of October. Mrs. Buhr reported that we will make as many of our public computers available as possible. She stated that she will need to have a conversation with the construction company as to what their needs will be. On roll call all present voting yea.

M/S/P (Cadwalader/Sherwood) to adjourn the meeting at 6:25 p.m.

Secretary

Approved as _____
October 29, 2018

Recorded by: Tamara A. Geier